

CITY OF BELMONT

PLANNING COMMISSION

SUMMARY MINUTES

TUESDAY, NOVEMBER 17, 2009, 7:00 PM

Chair Horton called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

1. ROLL CALL

Commissioners Present: Horton, Mayer, Frautschi, Mercer, Mathewson
Commissioners Absent: Parsons, Reed

Staff Present: Community Development Director de Melo (CDD), Senior Planner DiDonato (SP), City Attorney Zafferano (CA), Recording Secretary Flores (RS)

2. AGENDA AMENDMENTS - None

3. COMMUNITY FORUM (Public Comments) - None

4. CONSENT CALENDAR

4A. Minutes of October 20, 2009

MOTION: By Commissioner Mathewson, seconded by Commissioner Frautschi, to approve the Minutes of October 20, 2009 as presented.

Ayes: Mathewson, Frautschi, Mercer, Mayer, Horton
Noes: None
Absent: Parsons, Reed

Motion passed 5/0/2

5. OLD BUSINESS

5A. Request for Extension of a Single Family Design Review – 2007 Bishop Road

SP DiDonato summarized the staff memorandum, recommending approval of the extension until October 7, 2010, subject to the conditions attached.

Vice Chair Mayer asked if the financial aspect is the crucial reason for the delay. SP DiDonato responded that there appeared to be a combination of events that occurred but that the applicant has indicated that they are prepared to pay the fees and submit the building permit shortly.

Richard Tapp, architect for the project, assured the Commission that the building will go ahead, that the owner has been held up by landscaping drawings and that the \$42,500 park-in-lieu fee will be submitted with the building permit.

MOTION: By Vice Chair Mayer, seconded by Commissioner Mathewson, to adopt the Resolution approving an extension of a Single-Family Design Review for 2007 Bishop Road (Appl. No. 2009-0040)

Ayes: Mayer, Mathewson, Mercer, Frautschi, Horton
Noes: None
Absent: Frautschi, Reed

Motion passed 5/0/2

5B. Review of Residential Design Guidelines

Senior Planner DiDonato summarized the staff report. Discussion ensued regarding content, layout and format. Recommendations were provided to staff by the Commission. Staff will continue to use the existing document until the updated version is reviewed and approved by the Planning Commission.

6. REPORTS, STUDIES AND UPDATES:

CDD de Melo reported as follows:

6A. Ralston/US-101 Landscape Project
No report at this time.

6B. San Mateo Development – North Road/43rd Avenue
On the previous day the property next to Chao Praya was issued a temporary encroachment permit. The property next to that is still putting together an application submittal based upon the conditions levied on that temporary encroachment permit. The street and site frontage improvements along North Road should now start to pick up.

6C. Parking Study – Downtown Village Area
No report at this time.

6D. High-Speed Train (HST) Project – San Francisco to San Jose
No report at this time.

6E. Chuck's Donuts – 641 Ralston
The Code Enforcement officer has made contact with the property owner and the proprietor, who have indicated that they will be replacing the dead trees.

6F. Emmett House
There were a couple of details coming from the contractor on some of the finishes and the plan is for the subcommittee to look at the swatches. A walk-through for the Commission needs to be scheduled and noticed.

Other Items

The City Council will discuss the Belmont Village Zoning at its next meeting in an open Study Session at 6:15 p.m.

Vice Chair Mayer asked for information on a fence that has been placed around the 1000 South Road property. CDD de Melo will agendaize this property for the next meeting.

7. CITY COUNCIL MEETING OF TUESDAY, NOVEMBER 24, 2009

Liaison: Chair Horton

Alternate Liaison: Commissioner Frautschi

10. ADJOURNMENT:

The meeting was adjourned at 9:20 p.m. to a Regular Planning Commission Meeting on Tuesday, December 1, 2009 at 7:00 p.m. in Belmont City Hall.

Carlos de Melo
Planning Commission Secretary

CD's of Planning Commission Meetings are available in the
Community Development Department.
Please call (650) 595-7416 to schedule an appointment